

**NOAA CIO Council Meeting
Minutes of Meeting
April 5, 2001**

Attendees: Tom Pyke, Chair

Greg Bass	Charles MacFarland
Barbara Brenkworth	Robert Mairs
Diane Davidowicz	David McClure
Steve Drescher	Eugene McDowell
Stephen Elko	Christine McNerney
Gary Falk	Joseph Smith III
Ira Grossman	Fred Toepfer
Nancy Huang	Bill Turnbull
Hugh Johnson	Larry Tyminski
Susan Kennedy	Becky Vasvary
Robert Kidwell	John Villemarette
Linda Laboskie	Fred Walton

Handouts:

- NOAA's PKI Development Context and Status
- SANS Training Handouts
- NOAA Enterprise-wide Administrative Network Study
- NOAA Enterprise Calendar Project Strategy

Discussions:

Introductory comments – Tom Pyke

CIO restructuring plan was signed by Secretary Evans. CIO Performance Plans were included in the reprogramming package. Concerns expressed about how performance plans would work. Would the Line Office CIOs have a say in all managers who have IT funding responsibility.

CAMS briefing was requested by Senate Committee staff prior to approval of the restructuring plan.

NOAA CIO Office is half-way through its reorganization plans. Office is currently titled NOAA Information Resource Management Office. Waiting final Congressional reprogramming approval before final reorganization takes place. At that time the office will be formally called, Office of Chief Information Officer.

IT Review Board is moving along.

FY 2003 budget process – Bill Turnbull

Line Offices are participating in budget planning teams.

Budget Submission Milestones:

- May 8 - reviews due
- May 18 - NOAA Budget Review
- May - 25 - Acting Under Secretary Review

Bill discussed Infrastructure Team Budget initiatives and polled the CIOs on their Line Office budget activities.

Rob Mairs stated that the NESDIS teams met. He also stated that it was his understanding that the CIP initiatives were being handled by the Infrastructure team. Discussions are continuing about allocating a block of money for an NCEP backup to be hosted at OAR. For OAR the NCEP Backup will be used for research weather forecasting. Funding for an NCEP backup could be included in the ceiling for the next NCEP contract. This will give NOAA more clout. OAR needs to show benefits of having this backup capability.

NMFS has one small initiative in the works and it is being done in conjunction with NESDIS.

Bob Kidwell stated he is working Human Relations on the Mission Support Budget Initiative.

Bill Turnbull stated that within the Infrastructure Team he is developing an IT Security Initiative with funding alternatives at \$1.5M, \$5M and \$10M. The budget initiative would include VPN/Firewall, PKI and Enterprise Security elements.

Hugh Johnson commented that the CIO's need to brief their respective CFOs to generate support for IT Security Initiatives in Infrastructure Team Voting

NOAA Web Server Consolidation Study – Status and Plans – Bill Turnbull & Sue Kennedy

The initial report is being prepared. Quality control efforts have resulted in the initial list of 2300 unidentified servers being pared down to a couple of hundred servers not identified. Consideration is being given to including an appendix to the report providing guidance on how to do surveys in the future.

Substantial progress in reducing the number of servers has been accomplished by NESDIS already.

Copy of draft study will be distributed by the end of the month.

Tom mentioned that the recommendations will be ready in two weeks and this will be followed by interviews and discussions. Then, Tom plans to meet with CIOs to discuss the recommendations/conclusions.

Gary is planning to use data that is on hand to respond to the DOC Telecommunications survey.

PKI Status – Gene McDowell

Gene distributed handouts.

Gene stated that a collaborative model is appropriate for use by NOAA. Gene added that NOAA can and should take advantage of any Department of Commerce efforts in establishing PKI within the Department. Departmental policy is trying to be very flexible. Gene added that implementing PKI within NOAA could be very expensive. NOAA has several alternatives to from which to choose. Gene concluded that NOAA could outsource part of its PKI infrastructure and insource other parts. A draft PKI implementation plan will be developed.

Grants – Dennis Seem

Dennis Seem and Steve Drescher presented a briefing on the proposed plan and benefits of a Grants-on-Line System for NOAA. The proposed Grants-on-Line system is in compliance with Public Laws 106/107. National Science Foundation has a 'Fast-Lane' electronics Grant System that is used in conjunction with 30 Universities. The goal of the Fast-Lane system is to award grants within 30 days.

Dennis should talk to Stu Williams who is leading NOAA's Administrative Systems IT Architecture efforts.

NOAA Fisheries Grants Management Division (GMD) has had an electronic grants management system in operation for the past two years. With some slight modifications all of NOAA could use this system. Discussions are underway with OAR and the Sea Grant Program about modifying and using the GMD system. The system could be modified this year to accommodate both programs.

Also, talking to NOS Grants Program about a collaborative process.

Dennis Seem is trying to obtain funding to continue this effort.

Tom concluded that he would like the Grants-on-Line Initiative to come before the ITRB if the Infrastructure team considers this program worthy of funding.

SANS Training – Becky Vasvary

Becky and Diane talked about the upcoming SANS training. Diane stated that anyone in NOAA who has root privileges must take the training. NIRM is funding the first 80 NOAA people for SANS training. The distribution of the 80 training slots is as follows:

- NWS -25
- NESDIS - 15
- NOS - 5
- NMFS - 10
- OAR - 10
- OFA - 10
- OMAO - 5.

Afterwards each Line Office will have to pay for their IT personnel to take the SANS training. Registration is handled in batches of 80 people at a time. Tom and Becky will administer the registration process.

Administrative Network Survey – Joe Smith & Steve Elko

Joe and Steve discussed the objective of the study which is to acquire an enterprise-wide network modeling and capacity planning capability for NOAA's administrative network. Gary talked to Steve about the study's strategy. Plans are to start with the NOC in Silver Spring. Tom mentioned existing networking data is obsolete.

Rob Mairs suggested using the existing CAMS data. Tom asked what are the CAMS requirements. He went on to say, don't put the cart before the horse, meaning don't confuse NOAA networking requirements with CAMS networking requirements. NOAA is driven by scientific data and not administrative data. Network growth is dwarfed by NGI, NWS weather modeling, and other scientific requirements.

A small group will meet next week with Stu Williams to discuss network requirements and the CAMS network study.

Calendar – Gary Falk

Gary presented the background and status of the NOAA enterprise calendar project. While NOAA management has expressed a need for an enterprise electronic calendar integrated with email and the enterprise directory, the products provided through our iPlanet(Netscape) licence have not been adequate. The initial offering, implemented by NWS, NESDIS and OFA was feature rich but will not be supported in the future. iPlanet is replacing it with a more scalable 5.x. The initial version of this product is missing key features. The MCB requested guidance from the CIOs on how to proceed. The guidance is that offices are free to use version 5.0 if they want or even experiment with the beta version of 5.1. Offices that are using version 4 can stay with it but will need to convert to version 5.1 when it is ready next fall.

IT Architecture Process – Ira Grossman

Postponed until next meeting. Planned handout to be e-mailed to CIO Council members.

Collabra Demonstration – Hugh Johnson

Postponed until next meeting.

Wrap-up, Next Meeting – Tom Pyke

Next meeting is scheduled for **Thursday May 3rd, 9:30 - 11:00 AM.**

Minutes prepared by: Ira Grossman, OFA/NIRMO, April 17, 2001